



Thursday 27th August 2020



Starting the Autumn Term 2020 - Llangrove CE Academy



Dear Parents/Carers,









We hope that you have had a safe and enjoyable summer. All the staff are very much looking forward to welcoming all the children to school, including the new Reception pupils, next week, on Thursday 3rd September.





Following on from our letter, dated 15th July, and following the up-to-date government guidance for the full opening of schools, we are writing to confirm that all children will be returning to school (Option 1 on our 15.7.20 letter). We hope the information below addresses any queries you may have prior to the beginning of term. If you have any further queries regarding the new school year please email admin@llangrove.hmfa.org.uk.

Kind regards

Mr Peter Box (HMFA Executive Head teacher) & Mrs Dean (Head of School)

<div>Classes and Staff</div> <div></div>	<ul style="list-style-type: none">• The children will be in mixed year group 'bubbles' in our three classes:• Acorn Class (Miss Gee): Reception & Year 1<ul style="list-style-type: none">◦ With Mrs Townson, Mrs Goodwin & Mrs Weyman• Beech Class (Mrs Dean): Years 2 and 3<ul style="list-style-type: none">◦ With Mrs Howie• Oak Class (Mr Fox): Years 4, 5 and 6<ul style="list-style-type: none">◦ With Miss Marchetto, Mrs McGrath & Mrs Gee• Mrs Deloyde (Business Manager) will be in the school office and is contactable by phone 01989 770322 or email admin@llangrove.hmfa.sch.uk each day.• As stated in Government guidance, "all teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable."																
<div>Procedures for the start & end of the school day</div> <div></div>	<ul style="list-style-type: none">• Start and end times of the school day will be staggered to allow for social distancing.• Siblings can be dropped off and collected together if you wish (this should be the start & end time of the oldest child if they are in different classes). <table><tr><th></th><th>Start of the Day</th><th>End of the Day</th><th>Entry & exit via:</th></tr><tr><td>Acorn Class (Miss Gee): Reception & Year 1</td><td>8:50 – 9am</td><td>2:55 -3:05pm</td><td>Acorn class door via Leapfrogs</td></tr><tr><td>Beech Class (Mrs Dean): Years 2 and 3</td><td>8:45 – 8:55am</td><td>3pm – 3:10pm</td><td>Beech class fire exit</td></tr><tr><td>Oak Class (Mr Fox): Years 4, 5 and 6</td><td>8:40 – 8:50am</td><td>3:15pm</td><td>Oak class fire exit</td></tr></table> <ul style="list-style-type: none">• Entrance/exit on to the school grounds is via the large double gates (the school's single side gate is for children attending Llangrove Leapfrogs including their Breakfast Club or After School Club).• Parents/carers and children should aim to arrive not earlier than the allotted time but if you do need to form a queue in the one-way system at the gates (social distancing should be maintained).• A member of staff from each class will be at the small wooden school gate to meet pupils. Children will then walk directly into their class, via their entry/exit door (see table above) and not play on the playground.• We politely request that parents/carers do not request to enter the school premises and leave via the large gate ensuring social distancing of other parents/carers/pupils arriving.• Please be aware of social-distancing for other villagers and adults who may be passing by the school at the opening and closing times.		Start of the Day	End of the Day	Entry & exit via:	Acorn Class (Miss Gee): Reception & Year 1	8:50 – 9am	2:55 -3:05pm	Acorn class door via Leapfrogs	Beech Class (Mrs Dean): Years 2 and 3	8:45 – 8:55am	3pm – 3:10pm	Beech class fire exit	Oak Class (Mr Fox): Years 4, 5 and 6	8:40 – 8:50am	3:15pm	Oak class fire exit
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	<ul style="list-style-type: none"> We suggest parking in the village hall carpark. Please be advised that there may be members of the public in the village hall grounds purchasing milk etc. from the Milk Shed. The school gates will be closed after 9am and opened Parents who are late bringing their child will need to ring the school office (01989 770332) to arrange entry to school. After entering school (through their allotted entrance/exit door) the children will wash their hands on entering their classroom. Younger children will be supervised and supported as required. Parents/carers of children that use Herefordshire school transport will have received guidance which applies from the 1st September. Information can also be found on https://www.herefordshire.gov.uk/public-transport-1/school-college-transport/9
Uniform & PE kit 	<ul style="list-style-type: none"> All children will be required to wear school uniform every day, preferably uniform should be clean on everyday but if this is not feasible then it should be changed every other day. Children will need their PE kit in school every day & so will it should be kept in school throughout the week. PE kits will be sent home regularly for washing. It is essential that all school uniform clothing, shoes, PE kit and pumps/trainers should be named
What your child will need each day 	<ul style="list-style-type: none"> Coat - named (plus a sunhat or hat and gloves if weather requires) A bag/rucksack: <ul style="list-style-type: none"> Water bottle (clearly named) with water not squash or juice Reception children can bring spare clothes. Children who have not ordered school lunch (via ParentPay) will also need to bring lunch in clearly named lunchbox. Beech & Oak Class children can also bring a pencil case if they wish. This will remain in school. Preferably the pencil case should be easy to wipe clean.
Lunches 	<ul style="list-style-type: none"> Acorn Class will have their lunch in the school hall. Beech and Oak Class lunch will take place in their classroom or outside, depending on the weather.
Clubs 	<ul style="list-style-type: none"> There will be no teacher/staff led after-school clubs. This will be reviewed prior to the autumn half term break. Llangrove Leapfrogs offer Breakfast Club and After-School Club, please contact them if you wish your child/children to access these as they will have to be booked in advance, with a limit of 18 children. <p>Telephone: 07919 901 126</p> 
Social Distancing, Hygiene & Cleaning   <p>CATCH IT.</p> <p>BIN IT.</p> <p>KILL IT.</p> 	<ul style="list-style-type: none"> Rigorous and regular handwashing routines will be established for both children and staff Staff will ensure that pupils clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms and before and after eating. Children will be reminded to wash their hands more often than usual with soap for 20 seconds and their hands should be thoroughly dried with a paper towel which should be disposed of into the allotted bin. Posters around the school will serve as hygiene reminders for pupils and staff. Hand sanitiser stations are set up at appropriate places in the classroom and school environment. Regular reminders to all pupils and staff to avoid touching their mouth, nose or eyes. We will ensure good respiratory hygiene by promoting the 'Catch It, Bin It, Kill It' approach. Windows and internal doors (weather permitting external doors) will be open throughout the school day to allow for ventilation and easy movement without the need to touch door handles. Adaptations to the classroom to support distancing where possible have been made, including seating pupils side by side, facing forwards. Break times and lunchtimes will be staggered to keep movement around the school to a minimum and to avoid creating busy corridors, entrances and exits. Pupils will be allocated frequently used equipment, such as pencils, rulers, whiteboard & pens

	<ul style="list-style-type: none"> Classroom based resources, such as books and games, can be used and shared within the bubble; these will be cleaned regularly, along with all frequently touched surfaces. Resources that are shared between classes or bubbles, such as sports, art and science equipment will be cleaned frequently and meticulously/or rotated to allow them to be left unused and out of reach for a period of 48 hours/72 hours for plastics between use by different groups. Outdoor playground equipment will be more frequently cleaned and each class provided with 'class' equipment. Pupils will be able to take home school reading books (please use the 'team' coloured book bags provided by the school). The school has purchased a disinfectant fogging machine to enable deep cleaning of classroom
<p>PPE</p> 	<ul style="list-style-type: none"> There is currently no requirement from the Government to wear any PPE in primary schools PPE is only needed in a very small number of cases, including: where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools, and only then if a distance of 2 metres cannot be maintained where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used PPE will be used by staff when doing any first aid, care or dealing with a child displaying symptoms. This includes face coverings, plastic aprons and gloves – please talk to your child about this possibility.
<p>Collective Worship</p> 	<ul style="list-style-type: none"> Government guidance states that <i>groups should be kept apart, meaning that schools should avoid large gatherings such as assemblies or collective worship with more than one group</i> therefore the collective worship will take place in each class group only, with no whole school or key stage collective workshops or Parent celebration assemblies.
<p>Attendance</p> 	<p>Government guidance states:</p> <ul style="list-style-type: none"> School attendance will be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply, including: parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age; schools' responsibilities to record attendance and follow up absence the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct
<p>What happens if there's an outbreak?</p> 	<ul style="list-style-type: none"> A school is said to have a coronavirus outbreak if there are two or more confirmed cases within 14 days, or a rise in the number of children off with suspected Covid-19. If this happens, they must work with local health protection teams. In some cases, these teams may recommend that a larger number of pupils self-isolate at home as a precaution - for instance, the year group. Where an outbreak in a school is confirmed, a mobile testing unit may be dispatched there. Testing will first focus on the infected person's class, followed by their year group, then the whole school if necessary. However, government advice says that "whole school closure based on cases within the school will not generally be necessary, and should not be considered except on the advice of health protection teams". If pupils can't come in, schools are expected to have a home-working plan ready to go – as stated in our letter in July all schools within the HMFA will be using Tapestry (Reception & Y1) and Google Classroom (Y2-Y6)

Government guidance: Response to any infection (updated 26.8.20)

Engage with the NHS Test and Trace process

Staff members and parents/carers understand will need to be ready and willing to:

- Book a test if they or their child are displaying symptoms.
- Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school.
- All children can be tested, including children under 5 (children aged 11 and under will need to be helped by their parents/carers if using a home testing kit)
- provide details of anyone they or their child have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
- Self-isolate if they have been in close contact with someone who tests positive for coronavirus (COVID-19), or if anyone in their household develops symptoms of coronavirus (COVID-19)
- Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet. The government will ensure that it is as easy as possible to get a test through a wide range of routes that are locally accessible, fast and convenient. They will provide more details on new testing avenues as and when they become available and will work with schools so they understand what the quickest and easiest way is to get a test.
- By the autumn term, all schools will be provided with a small number of home testing kits to give directly to parents/carers collecting a child who has developed symptoms at school, or staff who have developed symptoms at school, where they think providing one will significantly increase the likelihood of them getting tested. Advice will be provided alongside these kits.

Parents/carers and staff should inform school immediately of the results of a test:

- If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
- If someone tests positive, they should follow the ['stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection'](#) and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

Manage confirmed cases of coronavirus (COVID-19) amongst the school community

Schools must take swift action when they become aware that someone who has attended has tested positive for coronavirus (COVID-19). Schools should contact the local health protection team. This team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace.